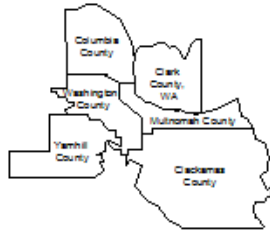




# Portland Area HIV Services Planning Council

*Advocacy and planning for people affected by HIV in the Portland metro area*

*Ryan White Program, Part A*



## Meeting Minutes

Meeting Date: November 2, 2021

Approved by Planning Council: December 7, 2021

Grantee: Multnomah County Health Department



**Portland Area HIV Services Planning Council**  
**MEETING MINUTES**

Tuesday, November 2, 2021, 4:00 pm – 6:00 pm  
 Virtual Zoom Meeting

**AGENDA**

Item**	Discussion, Motions, and Actions
Call to Order	Michael Thurman-Noche and Lorne James called the meeting to order at 3:00 PM & shared a Land Acknowledgement (see slide).
Welcome & Logistics	<p>Lorne James welcomed everyone to the Planning Council meeting. Aubrey Daquiz reviewed meeting logistics.</p> <ul style="list-style-type: none"> <li>• Please say your name each time you speak</li> <li>• Please “raise your hand” or type questions in the chat box</li> <li>• We will mute and unmute folks as needed during the meeting</li> <li>• If you're calling in (not viewing slides), please mute yourself to minimize background noise, unless you have a question / comment</li> <li>• Meetings are recorded for accurate meeting minutes.</li> </ul>
Candle Lighting Ceremony	Emily Borke led the lighting of the ceremonial candle in honor of 51 HIV Clinic patients who have passed away in the last two years.
Introductions	Michael Thurman-Noche conducted a roll call of Planning Council members and staff. Attendees introduced themselves: name, pronouns, role or affiliation, conflicts, and one word check in. Michael shared the Council Participation Guidelines.
Announcements	<p>Announcements:          See slides.</p> <p>Native American Heritage Month          Played <a href="#">short video</a> from Secretary Deb Haaland          Related links will be shared at end of meeting</p>
Agenda Review and Minutes Approval	<p>The agenda was reviewed by the Council, and no changes were made.</p> <p>The meeting minutes from the October 5, 2021, meeting were approved by unanimous consent.</p>
Public Testimony	<p>None.</p> <p><i>Reminder to all:</i> Please remind your community that we are always looking for community input on their experience with HIV services.</p>
Open Enrollment	<p><i>Presenter: Joanna Whitmore, Emily Borke, Julia Lager-Mesulam, Marisa McDowell</i></p> <p><i>Summary of Discussion:</i>          See slides.</p>

Item **	Discussion, Motions, and Actions
	<p>Joanna Whitmore (CAREAssist):  Extended through Jan 15  In order for coverage to start Jan 1, need to enroll by Dec 15  After that, will start Jan 1  Sister contracts</p> <ul style="list-style-type: none"> <li>• HHSC</li> <li>• Partnership Project</li> <li>• CAP SW Washington</li> </ul> <p>Only two clients last year that enrolled in off-exchange and through healthcare.gov that were not ensured by January 1.</p> <p>Biggest change for this year is that off-exchange plans are optional for folks. Off-exchange plans can be just as cost effective for us as healthcare.gov plans, so it is optional for all clients. We are asking various clients to transition to off-exchange including:</p> <ul style="list-style-type: none"> <li>• clients who do not get a premium tax credit (clients that are over the 400% FPL [federal poverty level])</li> <li>• clients that are on the CAREAssist exception (meaning they have employer insurance and we grant an exception to have insurance that we would pay for)</li> <li>• clients who owe CAREAssist money due to reconciling taxes and receiving texts credits back that they haven't paid us.</li> </ul> <p>Emily Borke (HHSC)  300 people to reach out to and (re)enroll  Case managers mainly responsible  Trying pivoting to 60 min appointments for staff  This is first year in several years that all case managers have been here for a previous open enrollment and are trained as assisters</p> <p>Julia Lager-Mesulam (Partnership Project)  240-250 people to complete open enrollment  Last year did all but 1-2 remotely  Will be continuing remotely, with in person available if desired  Will be prioritizing this work over other things – may delay callbacks on other topics  Navigators and intake clinician will be assisting  We continue to get new clients in, so hard to do open enrollment with high-acuity folks</p> <p>Marisa McDowell (CAP-SW)  Clark County  Working very closely with EHIP (WA version of CAREAssist)  Process continues to be streamlined, most clients autorenewing  Main difference this year is expecting very easy autoenrollment due to new shared database with EHIP instead of needing to fax documents</p>
<p>HRSA Site Visit Recap</p>	<p><i>Presenter: Amanda Hurley</i>  <i>Summary of Discussion:</i>  See slides.</p> <p>Entrance Meeting</p>

Item **	Discussion, Motions, and Actions
	<p>County Chair Rep Ops Committee Consumer Feedback Exit Meeting</p> <p>Fiscal Administrative Planning Council Quality Management Sub-recipients EMO &amp; Russell St.</p> <p>Will have final report in approximately 6 weeks Then will have 30 days to respond to findings</p> <p>HGAP understanding from exit meeting</p> <p>Strengths</p> <ul style="list-style-type: none"> <li>• Positive working relationships with PC &amp; sub-recipients</li> <li>• Focus on equity within hiring practices, training, data</li> <li>• Solid fiscal policies and procedures</li> <li>• Strong quality management plan and practices</li> <li>• Data sharing</li> </ul> <p>PC comments Peer support – seeing community members helping each other</p> <p>Improvements</p> <ul style="list-style-type: none"> <li>• Legislative Finding: Track, spend, and report program income from 340B per legislative rule</li> <li>• Programmatic Finding: Run performance measures quarterly</li> <li>• Suggested Improvement: Involve Planning Council in creation of the budget</li> <li>• Suggested Improvement: Update HGAP and Planning Council memorandum of understanding every 5 years</li> <li>• Suggested Improvement: Revise the way we calculate Maintenance of Effort</li> </ul> <p>PC comments: Planning Council budget conversation started around website and ad-hoc committees, and how a budget can support committees. How we are accessing information, a lot of emphasis on hybrid models. Staff stated PC has options to make website outside Mult Co, buy computers, etc.</p>
Contingency Planning – Small Groups	<p><i>Presenter: Amanda Hurley, Jonathan Basilio, Greg Fowler, Toni Kempner, Julia Lager-Mesulam</i></p> <p><i>Summary of Discussion:</i> See slideshow.</p> <p>Review of 22-23 proposed allocations 3.25% cost of living allowance (COLA) Additional money to medical (ADD HERE!) and food (increased need, no Part B funding)</p>

Item **	Discussion, Motions, and Actions
	<p>Question: when was the last time we were actually able to give an across the board COLA (not just proposed, then removed when we don't get enough funds)?</p> <p>The Planning Council broke into small groups for the purpose for making three possible funding scenarios: a decrease (up to 3%), flat funding, or an increase (1-4% but not full 5%).</p>
Finalize Contingency Plans	<p><i>Presenter: Michael Thurman-Noche</i></p> <p><i>Summary of Discussion:</i> See slideshow.</p> <p>The Planning Council came back together to discuss the scenarios suggested by the different small groups.</p> <p>Flat funding Blue group – everything remains the same Green group – everything remains the same Red group – increase food by \$3500, decrease MCM by \$3500, everything else remains the same</p> <p><b>Decision: support Red group proposal, then adjust later if needed</b></p> <p>Discussion and decisions on decrease and increase scenarios tabled until the next meeting, due to lack of time. Aubrey will send out the various proposals so Council members can review prior to the next meeting.</p>
Eval and Closing	<p><i>Presenter: Michael Thurman-Noche</i></p> <p>Thank you for participating in this meeting. If you have feedback / comments / ideas, please include them in your evaluation.</p>
Time of Adjournment	6:00 PM

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## ATTENDANCE

Members	Present	Absent*	Members	Present	Absent*
Emily Borke, she/her	X		Heather Leffler, she/her		E
Tom Cherry, he/him	X		Marisa McDowell, she/her	X	
Jamie Christianson, she/her		E	Scott Moore, he/him	X	
Carlos Dory, him/his	X		Laura Paz-Whitmore, she/her		U
Michelle Foley, they/them	X		Bert Partin, he/him	X	
Greg Fowler, he/him	X		Diane Quiring, she/her	X	
Taylor Gleffe, she/her	X		Jace Richard, he/him	X	
Dennis Grace-Montero, he/him		E	Michael Thurman-Noche, he/him (Co-Chair)	X	
Shaun Irelan, he/him	X		Robert Thurman-Noche, he/him	X	
Lorne James, he/him (Co-Chair)	X		Sam Wardwell, they/them	X	
Toni Kempner, she/her	X		Joanna Whitmore, she/her	X	
Robert Kenneth, he/him	X		Abrianna Williams, she/her	X	
Julia Lager-Mesulam, she/her	X				
<b>PC Support Staff</b>			<b>Guests</b>		
Lisa Alfano			Dennis Torres (Community Liaison, Gilead Sciences)	X	
Jonathan Basilio	X		Rachel Greim (Logistics Coordinator, Oregon AETC)	X	
Laura Bradley					
Aubrey Daquiz, she/her	X				
Jenny Hampton, she/her (Recorder)	X				
Amanda Hurley, she/her	X				
Jenna Kivanç					
Marisa McLaughlin					
Kim Toevs					

\* A = Unexcused Absence; E = Excused Absence; L = On Leave